From: sceis-ast@sceis.sc.gov

To: Finance Directors, MM Directors

CC: SCEIS Team, SCEIS Help Desk

Subject: Internal Order Number for Hurricane Matthew

Good Afternoon:

SCEIS has created **Internal Order 98000009**, **Hurricane Matthew 2016**, to identify expenditures related to this potential event. Please enter this number in the "Order" field of any expenditure you incur that could be associated with Hurricane Matthew.

Thank you, The SCEIS Team